

Olean City School District  
Buildings and Grounds Committee Meeting  
410 West Sullivan Street  
Tuesday, March 19, 2013  
12:00 p.m.

Present:	Paul Knieser Kathy Elser Dan Harris	Colleen Taggerty Dave Fidurko Jim Padlo (via phone)
Guest:	Todd Sweet-Campus Joe Magliocca-HUNT	Lynn Corder Nick Parone

The meeting began at 12:01 P.M..

Representatives of Hunt Campus Construction Management attended in person and by phone. Their input was vital for helping the committee, the Superintendent and Business Manager to sort through the variety of tasks needed within the school district and to prioritize an agenda.

**First**, it was simply commented that the Zoning Board Variance process was proceeding.

**Second**, a lengthy discussion occurred dealing with the money left for capital improvements and the relative importance of the various possible projects. Mr. Patrone was also a participant in lending his expertise concerning the serious problems with the auditorium electrical and equipment situation. A representative of Hunt supplied the committee with a list of District wide additions and alteration possibilities along with a cost estimate for each.

The unanimous committee conclusions, supported by the Superintendent and Business Office, decided to recommend the following:

The three top priorities of the District are:

**1. Building Security**, Top Priority. Each building, moving with as much speed as possible, will be properly monitored with entrance security controlled from the building's main office. The cost for these modifications at Washington West, East View, and the High School is approximately **\$265,000** which would include a handicap ramp to the front door. The OIMS building is already in the process of receiving its security update and the money is part of the current budget.

**2. Correct the current serious electrical and equipment problems of the High School Auditorium.** It was concluded that due to the nature of the many problems, there could be a serious safety issue, so the amount of \$381,000 is allocated to repair these issues which include the electrical and lighting situation, stage rigging, and curtain replacement.

And, **3. Improving the parking problem at Washington West** with the development of a new parking area which will provide at least 50 additional parking spaces. The cost for this improvement at \$135,000. The exact location and the possible relocation of some of the playground area is yet to be determined.

The total of these three critical areas is: approximately \$781,000.

After determining these three areas as the chief concerns for immediate correction, the committee arrived at the following as other areas for improvement with the remaining capital funds:

1. Signage for each school: 23,000
2. Replacing doors at various buildings, approximately \$205,000.
3. Updating and providing generators for each building, approximately \$425,000.
4. Updating the elevator systems at the High School and Washing West: \$236,000.

5. Other suggested smaller improvements such as repairing Spring Street lighting at East View and adding an exhaust system for the elevator machine room at East View could add \$15,000.

The total with the items mentioned puts the spending amount at about \$1,685,000. There is to be added to this the voice over ip system and some ceiling repairs which could add an additional \$700,000. This would put the total spending at 2,385,000, over the desired target of \$2,000,000. There is \$2,700,000 left in the capital account but the intention was to keep spending at about \$2,000,000 to be prepared for overages, etc..

The attached sheet shows all the projects agreed to at the Committee Meeting today. The amount for spending are approximations which, we anticipate, are the higher estimates. Hopefully actual expenditures will be less than the amounts cited. Also, this list does not include areas which will be improved but at little or no expense due to using surplus equipment from closed buildings, and/or in house repairs.

**The Third Topic:** The agenda focus turned to the Sodexo Audit which indicated no major problems for the district. Its main benefit was that it provides the district with a baseline criteria from which the district can evaluate current performance levels. From this we will be able to determine what our strengths and weaknesses are so we can progress from there. It was noted that maintenance is understaffed. Also, a recommendation from Mr. Padlo proposed that the District develop an employee suggestion process where all employees can be empowered to suggest what they think could be improved in our educational structure and process.

**The Fourth Topic:** The continuing eBay Project. It was noted that the project is continuing but awaiting meeting in the near future with all the parties involved to get the accounts up and operational. Hopefully there will be major developments within the next week.

**Finally,** it was briefly noted that at a future Building and Grounds Committee meeting, we would begin to prioritize projects for the following year that will need attention. The purpose of this is to have our ongoing list of improvements in the works, with financing planned, so we can avoid future emergency repair situations that we have encountered so often in the past.

The meeting adjourned at 1:10 P.M..

Projects to be conducted under the current Capital Project:

#### OLEAN HIGH SCHOOL

Completing a completely secure entrance structure or process.  
Replacing doors  
Updating the elevator  
Improving the Auditorium electrical, rigging and curtain problems.  
Provide new signage  
Provide a generator back up

#### OLEAN INTERMEDIATE MIDDLE SCHOOL

Replace some ceilings and lighting  
Finish Entrance Security Upgrade

#### WASHINGTON WEST ELEMENTARY

Replace doors  
Provide new signage  
Provide Gym Wall Pads as needed, using existing pads with in house labor  
Construct a Secured Entrance  
Construct New Parking Lot

#### EASTVIEW ELEMENTARY SCHOOL

Upgrade Elevator  
Replace doors  
Provide new signage  
Provide Generator  
Put in elevator machine room exhaust  
Reconfigure Front Entry for Security  
Repair Spring Street Parking Lot Lighting.

#### DISTRICT

- Establish Voice Over IP System

Most of these improvements have cost estimates that can be found on the previous page. Hopefully the actual costs will be below those estimates. Also, many of these projects have not had the specific details worked out yet so that the final specifics will be developed in the future.